

**CONSOLIDATED APPLICATION FORM for – SETTING UP A UNIT IN SEZ**

(See rule 17)

1. Setting up of units in Special Economic Zone;
2. Annual permission for sub-contracting;
3. Allotment of Importer Exporter Code Number;
4. Allotment of land/industrial sheds in the Special Economic Zone;
5. Water Connection;
6. Registration-cum-Membership Certificate;
7. Small Scale Industries Registration;
8. Registration with Central Pollution Control Board;
9. Power connection;
10. Building approval plan;
11. Sales Tax registration;
12. Approval from Inspectorate of factories;
13. Pollution control clearance, wherever required;
14. Any other approval as may be required from the State Government.

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1. The application should be submitted to the Development Commissioner of the concerned Special Economic Zone in 5 copies alongwith a crossed Demand Draft of rupees five thousand drawn in favour of The Pay & Accounts Officer of the concerned Special Economic Zone together with a project report giving details of activities proposed.  
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For Official Use only

Application No. \_\_\_\_\_

Date: \_\_\_\_\_

Details of Bank Draft

Amount Rs. \_\_\_\_\_

Draft No. \_\_\_\_\_

Draft date \_\_\_\_\_

Drawn on \_\_\_\_\_  
(Name of the Bank)

Payable at \_\_\_\_\_

PART - I

I. Name and full address of applicant firm/ \_\_\_\_\_  
company (in block letters)

Registered Office in case of limited \_\_\_\_\_  
company & Head Office for \_\_\_\_\_  
others) \_\_\_\_\_

Pin Code \_\_\_\_\_

Tel. No. \_\_\_\_\_

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Fax No. \_\_\_\_\_

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Permanent E-Mail Address \_\_\_\_\_

Web-Site, if any \_\_\_\_\_

Passport No., if any \_\_\_\_\_

Name of Bank with Address & Account No. \_\_\_\_\_

Digital Signature \_\_\_\_\_

Income Tax PAN  
(attach copy) \_\_\_\_\_

- II. Constitution of the applicant firm: Public Limited Company  
[Tick (✓) the Private Limited Company  
appropriate entry] Partnership  
Proprietor ship  
Others (please specify)

(Attach copy of Certificate of Incorporation along with Articles of Association and Memorandum of Association in case of companies and partnership deed in case of partnership firms.)

- III. Nature of the industrial undertaking  
i. Large scale  
ii. Medium scale  
iii. Small scale

- IV. Name and complete address of each \_\_\_\_\_  
Of the Directors/Partners/Proprietor,  
as the case may be with  
Telephone numbers

- V. ITEM (S) OF MANUFACTURE/SERVICEACTIVITY:  
(Including By-product/Co-products)  
(If necessary, additional sheets may be attached)

Item(s) Description      Capacity(Unit = )  
 (Not required for service unit)


VI. INVESTMENT: (RS. IN LAKHS)

(a) Plant and Machinery

(i) Indigenous	
(ii) Import CIF value	
(iii) Total (i) + ii)	

(b) Details of source(s) of finance Rs.

VII. Import and indigenous requirement of materials and other inputs:

(Value in Rupees)

	Import	Indigenous
a) Capital Goods		
b) Raw material, components, consumables, packing material, fuel etc. for 5 years		

(Give details in project report, namely list of Capital Goods, description of raw materials, and other inputs, etc).

TOTAL: -----  
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VIII. INFRASTRUCTURE REQUIREMENTS

1. Requirement of land: - (Area in sq. mtrs.)

- i. factory & offices
- ii. Warehousing/storage
- iii. Others, specify

2. Requirement of built-up area

3. Requirement of Water (in Kilo Litres)

- i. For industrial (process) purposes
- ii. For drinking purposes

- iii. Others, specify
- iv. Total requirement

4. Effluent Treatment

- i. Quantum and nature of effluents and mode of disposal
- ii. Specify whether own Effluent Treatment Plant will be created

(in KVA)

5. Requirement of Power

IX. EMPLOYMENT

Men

Women

X. WHETHER FOREIGN TECHNOLOGY AGREEMENT IS ENVISAGED  
(Tick ( \ / ) the appropriate entry)

Yes \_\_\_\_\_ No \_\_\_\_\_

- (i) Name and Full Address of foreign collaborator
- (ii) Nature of Collaboration

1. Equity Participation including Foreign Investment

	(\$ in thousand)	(Rs. in lakhs)
(a) Authorized	_____	_____
(b) Subscribed	_____	_____
(c) Paid up Capital	_____	_____

Note: If it is an existing company, give the break up of existing and proposed capital structure

(ii) Pattern of share holding in the paid-up capital (Amount in Rupees)

	(Rs. in lakhs)	(US \$ Thousand)
(a) Foreign holding	_____	_____
(b) Non Resident Indian company / Individual holding		
(i) Repatriable	_____	_____
(ii) Non-repatriable	_____	_____
(c) Resident holding	_____	_____
(d) Total Equity	_____	_____

(e) External commercial Borrowing \_\_\_\_\_  
 (give details)

2. Technical collaboration  
 (furnish details in project report)

(Gross of Taxes)

- (a) Lumpsum payment \_\_\_\_\_  
 (b) Design & Drawing fee \_\_\_\_\_  
 (c) Payment to foreign technician \_\_\_\_\_  
 (d) Royalty (on exports) \_\_\_\_\_ %  
 (e) Royalty \_\_\_\_\_  
 (on domestic tariff area sales if envisaged)  
 (f) Duration of agreement \_\_\_\_\_ (Number of years)

3. Marketing collaboration  
 (furnish details in project report)

XI. Foreign Exchange Balance sheet

		1st	2nd	3rd	4th	5th	Total (5 yrs)	Total
		Rs. In lakhs/\$ in thousand						
1.	FOB value of exports in first five years							
2.	* Foreign Exchange outgo on for the first five years							
3.	Net Foreign Exchange earnings For the first five years (1) - (2)							

\* Foreign exchange outgo shall include the CIF value of import of machinery, raw material, components, consumables, spares, packing materials and amount of repatriation of dividends and profits, royalty, lumpsum knowhow fee, design and drawing fee, payment of foreign technicians, payment on training of Indian technicians abroad, commission on export, interest on external commercial borrowings, interest on deferred payment credit and any other payments.

XII. OTHER INFORMATION

- i) Whether the applicant has been issued any \_\_\_\_\_  
 Industrial license or LOI/LOA under EOU/SEZ/ \_\_\_\_\_  
 STP/EHTP scheme. If so, \_\_\_\_\_  
 give full particulars, namely reference number,  
 date of issue, items of manufacture and  
 progress of implementation of each project.
- ii) Whether the applicant or any of the \_\_\_\_\_

partner/Director who are also partners \_\_\_\_\_  
/Directors of another company or firms its \_\_\_\_\_  
associate concerns are being proceeded \_\_\_\_\_  
against or have been debarred from \_\_\_\_\_  
getting any License/Letter of Intent/  
Letter of Permission under Foreign Trade  
(Development and Regulation) Act, 1992 or  
Foreign Exchange Management Act, 1999 or  
Customs Act, 1962 or Central Excise Act,1944.

Place : \_\_\_\_\_ Signature of the Applicant \_\_\_\_\_  
Date : \_\_\_\_\_ Name in Block Letters \_\_\_\_\_  
Designation \_\_\_\_\_  
Official Seal/Stamp \_\_\_\_\_ Tel. No. \_\_\_\_\_  
e-mail \_\_\_\_\_  
Web-Site, if any \_\_\_\_\_  
Full Residential Address \_\_\_\_\_

UNDERTAKING

I/We hereby declare that the above statements are true and correct to the best of my/our knowledge and belief. I/We shall abide by any other condition, which may be stipulated by the Development Commissioner. I/We fully understand that any Permission Letter/Approval granted to me/us on the basis of the statement furnished is liable to cancellation or any other action that may be taken having regard to the circumstances of the case if it is found that any of the statements or facts therein furnished are incorrect or false.

An affidavit duly sworn in support of the above information is enclosed.

Place: \_\_\_\_\_ Signature of the Applicant \_\_\_\_\_  
Date: \_\_\_\_\_ Name in Block Letters \_\_\_\_\_  
Designation \_\_\_\_\_  
Official Full Official address \_\_\_\_\_  
Seal/Stamp \_\_\_\_\_ Tel. No. \_\_\_\_\_  
e-mail Address \_\_\_\_\_  
Web-Site \_\_\_\_\_  
Full Residential address \_\_\_\_\_  
Tel. No \_\_\_\_\_

Note: Formats of application not given herein may be obtained from the Development Commissioner.

## PART - II

If sub-contracting is envisaged in the manufacturing operations, furnish following details:

- i. Sub-contracting permission is required for -
    - (a) part of the production process (quantify)
    - (b) any particular production process (give details)
  - ii. Name and address and other particulars of sub-contractor and whether the sub-contractor is
    - (a) Domestic Tariff Area unit/Central Excise Registered or otherwise
    - (b) Other Special Economic Zone unit
    - (c) Export Oriented unit or Electronic Hardware Technology Park unit or Software Technology Park unit.
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### **EOU Scheme**

The EOU scheme was introduced in the year 1980 vide Ministry of Commerce resolution dated 31 st December 1980. The purpose of the scheme was basically to boost exports by creating additional production capacity. It was introduced as a complementary scheme to the Free Trade Zones/ Export Processing Zone (EPZ) Scheme introduced in the sixties which had not attracted many units due to locational restrictions. The exporters showed willingness to set up units with long term commitment to exports under Customs bond operations provided they had the freedom to locate them in places of their choice and given most of the benefits as provided to units set up in the Zones.

The EOU scheme is, at present, governed by the provisions of Export and Import (EXIM) Policy, 1997-2002. Under this scheme, the units undertaking to export their entire production of goods are allowed to be set up. These units may be engaged in the manufacture, services, development of software, trading, repair, remaking, reconditioning, re-engineering including making of gold/silver/platinum jewellery and articles thereof, agriculture including agro-processing, aquaculture, animal husbandry, bio-technology, floriculture, horticulture, pisciculture, viticulture, poultry, sericulture and granites. The EOUs can export all products except prohibited items of exports in ITC (HS).

Under the EOU scheme, the units are allowed to import or procure locally without payment of duty all types of goods including capital goods, raw materials, components, packing materials, consumables, spares and various other specified categories of equipments including material handling equipments, required for export production or in connection therewith. However, the goods prohibited for import are not permitted. In the case of EOUs engaged in agriculture, animal husbandry, floriculture, horticulture, pisciculture, viticulture, poultry, sericulture and granite quarrying, only specified categories of goods mentioned in the relevant notification have been permitted to be imported duty-free.

### **Benefits under EOU Scheme**

- Units are exempted from payment of Income Tax upto the year 2010.
- All the imports to units are customs duty free.
- Exemption from Central Excise Duty for the procurement of Capital Goods and Raw Materials from domestic market.
- Units are entitled to sell the product in local market upto 50% of the products exported in value terms.
- 100% of foreign equity is permissible.
- Reimbursement of Central Sales Tax paid on domestic purchases.

- Full Freedom for sub-contracting.
- Exemption from the payment of Electricity duty.
- EOU unit can be set up at any of over 300 places all over India
- The unit can import capital goods, raw materials, consumables, packing material, spares etc. without payment of customs duty. Similarly, these can be procured indigenously without payment of excise duty. Second hand capital goods can also be imported.
- They have to achieve positive NFE (Net Foreign Exchange Earnings).
- Minimum investment in plant and machinery and building is Rs 100 lakhs for EOU. This should be before commencement of commercial production.
- Fast Track Clearance Scheme (FTCS) for clearances of imported consignments for EOU.
- Generally, all final production should be exported, except rejects upto prescribed limit.
- Sale within India should be on payment of excise duty. The duty which will be equal to normal customs duty which would be payable on such goods, if imported. However, in certain cases, excise duty payable will be only 50%/30% of normal customs duty payable on such goods if imported into India .
- Sub-contracting of production outside on job work basis is permissible after obtaining necessary permission on annual basis
- Job work for exports is permitted
- Samples can be sold / given free within prescribed limit
- Unutilized raw material can be disposed of on payment of applicable duties
- The unit can exit (de-bond) with permission of Development Commissioner, on payment of applicable duties.
- Central Sales Tax (CST) paid on purchases is refundable (but not local tax).
- Prescribed percentage of foreign exchange earnings can be retained in EEFC account in foreign exchange.
- 100% foreign equity is permissible, except in a few cases.
- Supplies made to EOU by Indian supplier are 'deemed exports' and supplier is entitled to benefits of 'deemed export'.
- Restrictions under Companies Act on managerial remuneration are not applicable.
- No restrictions on External Commercial Borrowings.

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